

# Holiday Hints

## Holiday Shipping Made Simple

(NAPSA)—Finding great holiday gifts for your friends and family can be enjoyable. Getting their gifts to them should be pleasant as well, and it's easy if you follow a few simple guidelines:

- For the best value, ship as early as possible. Scrambling to get your packages shipped a day or two before a holiday is not only stressful, it can cost more.

- Use a new corrugated box with flaps to protect your precious packages on their paths.

- Remove labels or other shipment markings from the box.

- Provide internal protection by wrapping items separately and using adequate cushioning material. Bubble wrap, Styrofoam or foam packing are great for swaddling.

- Use properly sized boxes and pack them as full as possible. The less space in the box, the less opportunity for the contents to shift around, and the less risk of damage.

- Seal boxes securely, using strong tape designed for shipping (not masking or cellophane). Do not use string or paper overwrap, which could potentially catch in package sorting equipment.

- Be sure to use proper labeling. Include a single address label that has clear, complete delivery and return addresses on the front of the package. Placing a duplicate address label inside is also recommended in case the outer label becomes illegible. Some shippers, such as UPS, let you charge shipping to a credit card online and print a shipping label right from your computer.



**Imagine your loved ones' delight as they open their newly arrived holiday packages you've shipped.**

- Give yourself peace of mind by using a shipping company that lets you track shipments on the Web, over the phone or even with your wireless device. At [myUPS.com](http://myUPS.com), you can find out where your packages are and when they'll arrive.

- The best insurance for your package is proper packing and a responsible carrier, but you can also get inexpensive extra insurance for your packages that protects against loss or damage. Some shippers, such as UPS, provide free protection for shipments up to \$100.

You can get your shipment to UPS by handing it to a driver, arranging for a driver pickup or dropping it off at The UPS Store. There, you can also get your shipping questions answered and pick up supplies such as boxes, tape and address labels.

For more information on what a shipping company can do for you, go to [www.ups.com](http://www.ups.com) or call 1-800-PICK-UPS.